

TENNESSEE  
APPRENTICESHIP ASSISTANCE PILOT PROGRAM

BACKGROUND

On January 1, 2008 The Workforce Development Division of the Tennessee Department of Labor & Workforce Development (TDLWD) will be receiving applications for the new Apprenticeship Assistance Pilot Program.

Commissioner Neeley asked for this program to be developed to help bring valuable skills training for the building trades and other skills related jobs in high-growth industries that face critical skilled worker shortages where demand exceeds supply. Organizations/companies that participate in USDOL Office of Apprenticeship training are key in providing the skilled workers needed to insure Tennessee meets the skilled workforce demands of the 21<sup>st</sup> century.

Apprenticeship is not just a job, but a career opportunity! It is occupational training that combines supervised on-the-job experience with classroom instruction. Apprentices usually begin at a salary less than that of journey workers – those who have completed their apprenticeships and have industry certifications. Apprentice's pay increases as they progress through the training program. The chance of securing a well-paying job in the industry is increased as they complete their training.

Here are some of the characteristics of the basic standards of an apprenticeship program:

- Full and fair opportunity to apply for apprenticeship;
- A schedule of work processes in which an apprentice is to receive training and experience on the job;
- The program includes organized instruction designed to provide apprentices with knowledge in technical subjects related to their trade;
- A progressively increasing schedule of wages;
- Proper supervision of on-the-job training with adequate facilities to train apprentices;
- Apprentice's progress, both in job performances and related instruction, is evaluated periodically and appropriate records are maintained;
- No discrimination in any phase of selection, employment, or training.

## PROCEDURES

1. Applications will be accepted November 15, 2007 with funds becoming available January 1, 2008.
2. All applicants must be registered with the Office of Apprenticeships, USDOL to be eligible for grant approval.
3. Applications that promote training in apprenticeship prep and first year apprentices will have priority.
4. The Apprenticeship Assistance Program Pilot will run through December 31, 2008
5. \$500,000 will be available for distribution from statewide funds.
6. There will be a \$50,000 limit on each grant approval with a dollar for dollar organization/company match. An in-kind contribution is acceptable for the organizational/company match, which may include but not limited to, classroom space, office space, utilities, training equipment (welders, electrical test equip, etc), apprentice wages and travel, food and lodging of instructors.
7. Applications will go to the appropriate Local Workforce Investment Area (LWIA) for their recommendation to the TDLWD. Once approved and signed by the Commissioner of Labor & WFD the Division of WFD will contract with the LWIA and the LWIA will contract with the grant recipient.
8. Equipment purchases i.e. welders, computers etc, will not be an allowable cost. Tools and/or safety equipment for first year apprentices will be allowed.
9. This will be performance based with specific measurable outcomes with training leading to continuous employment.
10. Applications should include **actual dates** training is expected to begin and end. Training cannot begin before January 1, 2008 and cannot extend past December 31, 2008. There is a reasonable expectation that training will begin on or around the date given in the application. Training done before contracts have been signed by both parties (LWIA and the Organization/Company), or training that has occurred after close of contract will not be reimbursed.

For further information contact Patrick Bleecker at the TDLWD, Division of Workforce Development, at 615-253-1330.